



State of California—Health and Human Services Agency  
**Department of Health Services**



**ARNOLD SCHWARZENEGGER**  
Governor

March 12, 2004

TO: PROSPECTIVE PROPOSERS  
REQUEST FOR PROPOSAL (RFP) NUMBER 03-75880

SUBJECT: ADDENDUM #1

The information contained in Addendum #1 takes precedence over the original RFP #03-75880. All other terms and requirements of the RFP not specified in this memorandum remain unchanged. Proposals are to be submitted in response to the RFP as herein amended.

Addendum #1 is enclosed and replaces page 35 in the above referenced Request for Proposal. On the replacement page, we have identified the changes to the RFP by striking out the original statements and underlining the revised information. In order to configure your copy of the RFP to accurately reflect changes/clarification, please remove page 35 and insert the revised page.

Thank you for your interest in RFP No. 03-75880.

Sincerely,

Georjean Stoodt, M.D., M.P.H., Chief  
Cancer Detection Section

Enclosure

## 6. Project Personnel

Project Personnel Rating Factors	Points Possible	Points Earned
Upon reviewing the proposer's staffing plan, to what extent has the proposer allocated sufficient staff to perform the full range of services?	3	
Upon reviewing the proposed job functions for the proposed personnel, to what extent has the proposer reasonably assigned the job responsibilities and tasks among the different personnel?	3	
Upon reviewing the proposed job functions for the proposed personnel (including subcontractors and independent consultants), to what extent does it appear that the proposer has reasonably divided the work between its in-house resources and proposed subcontractors (including independent consultants)? <b>If no subcontracting or use of consultants is proposed, up to 3 points will be assigned based on the effectiveness of the Proposer's allocation of tasks to its in-house personnel.</b>	3	
Upon reviewing the job functions and resumes of the proposed staff, to what extent do the proposed personnel appear to possess the qualifications and expertise needed for this project?	3	
<b>Project Personnel Score</b> _____ <b>Points earned X <del>4.5</del> <u>2.0</u> =</b> _____		

### A. Bid Requirements and Information

#### 1. Nonresponsive proposals

In addition to any condition previously indicated in this RFP, the following occurrences **may** cause DHS to deem a proposal nonresponsive.

- a. Failure of a Proposer to:
  - 1) Meet proposal format/content or submission requirements including, but not limited to, the sealing, labeling, packaging and/or timely and proper delivery of proposals.
  - 2) Pass the Required Attachment / Certification Checklist review (i.e., by not marking "Yes" to applicable items or by not appropriately justifying, to DHS' satisfaction, all "N/A" designations).
  - 3) Submit a **mandatory** Conflict of Interest Compliance Certificate in the manner required, if applicable.
- b. If a Proposer submits a proposal that is conditional, materially incomplete or contains material defects, alterations or irregularities of any kind.
- c. If a Proposer supplies false, inaccurate or misleading information or falsely certifies compliance on any RFP attachment.
- d. If DHS discovers, at any stage of the bid process or upon contract award, that the Proposer is unwilling or unable to comply with the contract terms, conditions and exhibits cited in this RFP or the resulting contract.
- e. If other irregularities occur in a proposal response that is not specifically addressed herein (i.e., the Proposer places any conditions on performance of the scope of work, submits a counter proposal, etc.)